



*The Commonwealth of Massachusetts  
Health Care Quality and Cost Council  
One Ashburton Place, Room 1109  
Boston, MA 02108*

MITT ROMNEY  
Governor

KERRY HEALEY  
Lieutenant Governor

**Health Care Quality and Cost Council**

**Minutes**

November 15, 2006

2:00 p.m. to 4:00 p.m.

2 Boylston Street, Daley Room, 5<sup>th</sup> Floor  
Boston, MA

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**Attendees:** Timothy Murphy (Chair), Daniel Apicella, Kevin Beagan, Elizabeth Capstick, Christopher J. DeLorey, Kenneth A. LaBresh, Joseph Lawler, Thomas Lee, Alice Moore, Robert Seifert, Gregory Sullivan

Secretary Murphy calls the meeting to order. The Council is reminded that annual meetings will take place in September from now on.

**I. Approval of Minutes from October 17<sup>th</sup> Meeting (\*vote)**

Ken LaBresh proposes a correction in the minutes. A motion to approve was made and seconded. All voted unanimously for the minutes from the October 17, 2006 meeting. Secretary Murphy asks the Council to review the amended Bylaws.

**II. Election of Officers of the Council (\*vote)**

**a. Vice Chairperson**

Gregory Sullivan suggests Christopher DeLorey for the position of Vice Chairperson. A motion was made and seconded. The motion was unanimously approved.

**b. Treasurer**

Secretary Murphy suggests Robert Seifert for the position of Treasurer. A motion was made and seconded. The motion was unanimously approved.

**III. Council Staffing Proposal**

Secretary Murphy, in accordance with the Governance Subcommittee, suggests an Executive Director position for the Council to accomplish Council goals. Secretary Murphy notes that a draft of the job description has been provided by Governance. Conversation ensues regarding a review of the draft.

**a. Review and Recommendations**

Kenneth LaBresh notes that the communications strategy should be expanded to include both consumer purchasers and health care professionals. Beth Capstick notes that the individual should be able to work efficiently with the legislature. Christopher DeLorey suggests that the education requirements be expanded to include a masters in communications. Thomas Lee inquires as to where the individual would sit. Secretary

Murphy says this will be dealt with within the budget; perhaps an outside office or a government building to save money. Robert Seifert inquires as to a budget request. Secretary Murphy says he would like to discuss budgets with the subcommittees before a budget request is made. Seifert also proposes that the Council consider other staffing needs, i.e. an assistant, general counsel, etc.

**b. Salary Recommendations**

Secretary Murphy states that the individual will be a state employee and will therefore receive the same benefits as all other state employees. The Council discusses other comparable salaries. The Council discusses the pros and cons of a state employee versus a contracting consultant. Kevin Beagan notes that perhaps a performance bonus should be offered as an incentive due to the large amount of progress that is expected to be completed in a short period of time. The Council generally agrees that a 115k-135k salary range is appropriate. Secretary Murphy states that the job description will be posted as early as this week (ending 11.18.2006) with a salary of 115k-135k.

**c. Hiring Input**

Joseph Lawler inquires as to Council input in the selection process. Secretary Murphy suggests that the Governance subcommittee would do the initial screening, followed by a review of selected prospects by the board members. He states that his intentions are to post this week (ending 11.18.2006), allow 3 weeks for the application process and Governance Committee review, and anticipates having an individual to fill the position by January 1, 2007 in time for the new administration. A recommendation is made that the position be advertised, perhaps nationally, though Secretary Murphy notes that he prefers an individual that is familiar with the local market. Gregory Sullivan suggests that a description of each candidate be made available to all board members. Kenneth LaBresh suggests a group interview. Kevin Beagan suggests that the Council reach out to Pennsylvania Containment Council staffing structure to use as comparable staffing structure.

**IV. Advisory Committee**

It is noted that the Advisory Committee consists of 8 gubernatorial appointments. 3 of the 8 have been confirmed, 5 are in background checks. 20 members have been appointed by separate organizations. 19 of the 20 have been confirmed. It is noted that the next meeting of the HCQCC is to take place on *December 20, 2006*. The inaugural meeting of the Advisory Committee is to take place on *December 14, 2006 at 1:00 p.m.* Discussion of Committee structure and interaction with the Council is to be discussed. Secretary Murphy suggests that the Advisory Committee be brought up to speed at the meeting and notes that the Committee will meet as frequently as the Council. Robert Seifert suggests that the Executive Director serve as the main liaison between the Council and the Advisory Committee. Secretary Murphy notes that Bylaws need to be developed for the Committee. Executive Office of Health and Human Services will be responsible for the circulation of a draft agenda and Bylaws. Beth Capstick suggests that the Advisory Committee members be notified of subcommittee meetings.

**V. Reports of the Subcommittees**

**a. Cost**

Alice Moore notes that the subcommittee has adopted a final charter. Charter is to be distributed at a later date. Moore notes that the subcommittee looked at comparable organizations for ideas.

**b. Quality**

State that they are still working on the charter. Note that they have an idea for the incorporation of a data analyst and would like feedback from the Council. Christopher

DeLorey notes that some aspect of public data needs to be released. Joseph Lawler inquires as to the proper model for the consumer reports and how the Council will display cost and quality measurements to the public. General discussion ensues regarding availability of information to the public; *Who is the target? Consumer? Provider? Both?* Beth Capstick suggests that everyone come to the next meeting with goals for the subcommittees.

**VI. Other Business**

- a. It is noted that next meeting will take place on December 20, 2006.**
- b. Alice Moore makes a motion that Beth Capstick be added to the Cost Subcommittee. Motion passes unanimously.**

On a motion the meeting adjourned at 3:45 p.m.